Zebra Sticker Printers

> The Zebra Sticker Printers feature provides a comprehensive guide for configuring dedicated Zebra sticker printers for use with the OperationsCommander (OPSCOM) Admin Portal. Its primary purpose is to enable the accurate printing of physical permit stickers by setting up a custom layout, system messages, and local printer settings. This guide is intended for OPSCOM administrators responsible for hardware setup and permit fulfillment.

Setup and Configuration

This is a one-time, multi-phase setup process. It is highly recommended to complete all phases in the specified order before attempting to print your first sticker.

Phase 1 Create the OPSCOM Layout Template

1. Hover over **System Config** and click **Templates & Design**.
2. Click the **Create Layout** button on the Layouts List page.
3. Enter a descriptive name for the layout (e.g., Zebra Printing) in the **Name** field and click the **Save Changes** button.
4. Click **Toggle Templates** on the next screen and create a **Styles** section and a **Scripts** section.
5. Copy the provided styling and script code into the corresponding sections for each language you wish to support.

Phase 2 Create the System Message

1. Navigate to **Manage System Messaging** and click the **Create Page/Message** button.
2. Fill in the required fields, ensuring you select the new layout you created in Phase 1 from the **Layout** drop-down menu.
3. Hover over **Tools** and click **Source Code** in the content editor box.
4. Paste the required shortcode HTML into the source code view and click the **Save** button.

Phase 3 Configure Windows Printer Drivers

1. Open Windows **Settings** and navigate to **Devices**, then **Printers & S canners**.
2. Select your Zebra printer and click the **Manage** button.
3. Click **Printer Properties** and go to the **Stocks** tab.
4. Click the **New...** button to define a new stock that matches your sticker label dimensions exactly.
5. Navigate to **Printing Preferences** and select the new stock as the default after creating the stock.

Phase 4 Configure Browser Print Settings

> Before proceeding, you must temporarily disable the auto-print script. Navigate back to your layout template in OPSCOM (**System Config** then **Templates & Design**) and comment out the code in the **Scripts** section. This will prevent the sticker from automatically printing and allow you to adjust the necessary browser settings.

- **For Chrome:** Adjust the print settings to match the required configuration, paying close attention to margins and ensuring headers

and footers are disabled.

- **For Firefox:** Open the print menu and adjust the page properties to match the required configuration, focusing on orientation, scale, and margins.

Using this Feature

Once all configuration steps are complete, administrators can use the following instructions to print permit stickers directly from the Admin Portal.

1. Navigate to the **Parking Permit Information** page for the desired permit.
2. Click the green **print** button located next to the **Update Permit** button.
3. Use the browser's print dialog that appears to print the sticker.
4. Uncomment the code in the **Scripts** section of your layout template to re-enable automatic printing after confirming the print settings are perfectly aligned.

Best Practices and Considerations

- **Double-check local print settings: Incorrect Windows driver or browser print settings are the most common cause of printing issues.** Always double-check that your margins, headers/footers, and paper/stock size are configured exactly as required for your specific sticker labels.
- **Understand template roles: Ensure both the Layout Template and System Message are configured correctly.** The Layout Template exclusively controls the styling and printing action, while the

System Message controls the actual content and data that appears on the printed sticker. Both must be accurate for the integration to work seamlessly.

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